

2014-15 PARK PERMIT FEE SCHEDULE
RESIDENT / NON-RESIDENT / BURBANK NON PROFIT



GENERAL PARKS

BRACE CANYON PARK
GEORGE IZAY PARK
JOHNNY CARSON PARK

MCCAMBRIDGE PARK
MOUNTAIN VIEW PARK
MAXAM MEMORIAL

RALPH FOY PARK
ROBERT OVROM PARK
STOUGH CANYON PARK

VERDUGO PARK

Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Trash Bin Fee	Insurance
		Permit (4-hour)	Additional Hours	Cleaning Deposit	Permit (4-hour)	Additional Hours	Cleaning Deposit	Permit (4-hour)	Additional Hours	Cleaning Deposit		
1-25	\$15	\$40	\$10	\$50	\$80	\$20	\$100	\$20	\$10	\$50	N/A	Depends on event type
26-50	\$15	\$60	\$15	\$50	\$120	\$30	\$100	\$30	\$15	\$50	N/A	Depends on event type
51-100	\$15	\$80	\$20	\$50	\$180	\$45	\$100	\$40	\$20	\$50	N/A	Depends on event type
101-150	\$15	\$100	\$25	\$100	\$260	\$65	\$150	\$50	\$25	\$100	N/A	Required
151-*200	\$15	\$120	\$30	\$100	\$300	\$75	\$150	\$60	\$30	\$100	*\$74.53@200+	Required
201-250	\$15	\$140	\$35	\$200	\$360	\$90	\$250	\$70	\$35	\$200	\$74.53	Required
251-300	\$15	\$160	\$40	\$200	\$400	\$100	\$250	\$80	\$40	\$200	\$74.53	Required
301-400	\$15	\$180	\$45	\$250	\$460	\$115	\$300	\$90	\$45	\$250	\$74.53	Required

LARGE PARTY / CORPORATE

ROBERT GROSS PARK

Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Trash Bin Fee	Insurance
		Permit (4-hour)	Additional Hours	Cleaning Deposit	Permit (4-hour)	Additional Hours	Cleaning Deposit	Permit (4-hour)	Additional Hours	Cleaning Deposit		
1-400	\$15	\$500	\$125	\$400	\$1,000	\$250	\$400	\$250	\$125	\$400	\$74.53	Required

Alcohol is **PERMITTED**. Alcohol permit requires **1)** Letter of Intent **2)** Insurance Certificate with Additional Insured Endorsement indicating use of alcohol **3)** One Day Alcohol Permit (*forms provided by administration*)

BALLFIELDS

BALLFIELD 1 Hour Minimum 3 Hours Maximum	Resident Fees (documentation required)		Non-Resident Fees		Burbank Non Profit Fees (501c3 documentation required)	
	Fee	Additional Hours	Fee	Additional Hours	Fee	Additional Hours
per hour	\$15	\$15	\$30	\$30	\$7.50	\$7.50

Bases, lining of field, and lighting is not provided. Reservation window: 8:00 a.m. – 9:00 p.m. (end time)

FACILITY RESERVATIONS

McCAMBRIDGE RECREATION CENTER

Room	Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Insurance
			Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	
Room #1	35 Max	\$15	\$30	\$15	\$100	\$40	\$20	\$150	\$15	\$7.50	\$100	Depends on event type
Room #2	35 Max	\$15	\$30	\$15	\$100	\$40	\$20	\$150	\$15	\$7.50	\$100	Depends on event type
Room #4	100 Max	\$15	\$100	\$50	\$100	\$130	\$65	\$150	\$50	\$25	\$100	Depends on event type

Hours (based on availability): Monday-Friday 9:15am-9:30pm | Saturday & Sunday 1:15-4:30pm

OLIVE RECREATION CENTER

Room	Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Insurance
			Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	
Room #3	35 Max	\$15	\$30	\$15	\$100	\$40	\$20	\$150	\$15	\$7.50	\$100	Depends on event type
Room #4	35 Max	\$15	\$30	\$15	\$100	\$40	\$20	\$150	\$15	\$7.50	\$100	Depends on event type
Room #5	35 Max	\$15	\$30	\$15	\$100	\$40	\$20	\$150	\$15	\$7.50	\$100	Depends on event type
Room #6	35 Max	\$15	\$40	\$20	\$100	\$60	\$30	\$150	\$20	\$10	\$100	Depends on event type

Hours (based on availability): Monday-Friday 9:15am-9:30pm | Saturday 9:15am-4:30pm | Sunday 1:15-4:30pm

OVROM COMMUNITY CENTER

Room	Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Insurance
			Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	
Activity Room	50 Max	\$15	\$150	\$75	\$100	\$250	\$125	\$150	N/A	-	-	Depends on event type
Room A	75 Max	\$15	\$200	\$100	\$100	\$300	\$150	\$150	N/A	-	-	Depends on event type
Room B	75 Max	\$15	\$200	\$100	\$100	\$300	\$150	\$150	N/A	-	-	Depends on event type
Room A+B	250 Max	\$15	\$300	\$150	\$200	\$400	\$200	\$300	N/A	-	-	Required

Hours (based on availability): Monday-Thursday 9:30am-8:30pm | Friday 9:30am-4:30pm | Saturday 9:30am-3:30pm

No food allowed in activity room. No use of kitchen in rooms A and B.

VERDUGO RECREATION CENTER

Room	Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Insurance
			Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	Permit (2-hour)	Additional Hours	Cleaning Deposit	
Log Cabin	35 Max	\$15	\$40	\$20	\$100	\$60	\$30	\$150	\$20	\$10	\$100	Depends on event type
Room #1	35 Max	\$15	N/A	-	-	N/A	-	-	\$15	\$7.50	\$100	Depends on event type
Low Assembly	35 Max	\$15	N/A	-	-	N/A	-	-	\$20	\$10	\$100	Depends on event type

Log Cabin Hours (based on availability): Monday-Friday 9:15am-4:30pm | Saturday 9:15am-4:30pm | Key to be picked up upon arrival at Verdugo Park Office.

Room #1 Hours: Monday-Friday 9:15am-4:30pm | Saturday 9:15am-4:30pm | Sunday 1:15-4:30pm

Lower Assembly Building permit evaluated on case by case basis.

BURBANK BMX/SKATE PARK (@ Valley Park)

Time	Group Size	Application Fee	Resident Fees (documentation required)			Non-Resident Fees			Burbank Non Profit Fees (501c3 documentation required)			Insurance
			Permit	Additional Hours	Cleaning Deposit	Permit	Additional Hours	Cleaning Deposit	Permit	Additional Hours	Cleaning Deposit	
2-Hour (Min)	35 Max	\$15	\$150	\$50	\$50	\$200	\$60	\$100	\$150	\$50	\$50	see skater requirement
3-Hour (Max)	35 Max	\$15	\$200	N/A	\$50	\$260	N/A	\$100	\$200	N/A	\$50	see skater requirement

Hours (based on availability): Saturday 9:00-11:30am | Sunday 9:00-11:30am & 5:30-8:30pm

Skater Requirements: All skaters must be registered or provide a signed waiver to Skate Park staff on the day of the event. *(forms provided by admin staff)*